



Todd Harms
Fire Chief

Cinthia Saylor
Board President
Division 1

D'Elman Clark
Board Vice President
Division 6

Walt White
Board Secretary
Division 9

Grant Goold
Board Member
Division 2

Randy Orzalli
Board Member
Division 3

Ted Wood
Board Member
Division 4

Jennifer Sheetz
Board Member
Division 5

Matt Kelly
Board Member
Division 7

Gay Jones
Board Member
Division 8

Sacramento Metropolitan Fire District

10545 Armstrong Ave., Suite 200 · Mather, California 95655 · Phone (916) 859-4300 · Fax (916) 859-3700

BOARD OF DIRECTORS - REGULAR MEETING

Thursday, February 24, 2022 – 6:00 PM

Sacramento Metropolitan Fire District

10545 Armstrong Avenue

Board Room – Second Floor

Mather, California

&

Remotely Via Zoom

Phone: (669) 900-6833

Webinar ID: 876 6209 9904#

Passcode: 070 510 665#

The mission of the Sacramento Metropolitan Fire District is to provide professional and compassionate protection, education and service to our community.

The Governor has declared a State of Emergency to exist in California as a result of the threat of COVID-19 (aka the “Coronavirus”). The Governor issued Executive Order N-25-20 and N-29-20, which directs Californians to follow public health directives including canceling large gatherings. Per the State of Emergency effective March 2, 2020, the Board of Directors of the Sacramento Metropolitan Fire District proclaimed that a local emergency exists, and authorized remote teleconference meetings from January 27, 2022 through February 25, 2022 pursuant to Brown Act provisions.

The Public’s health and well-being are the top priority for the Board of Directors of the Sacramento Metropolitan Fire District and you are urged to take all appropriate health safety precautions. **If you would like to view the meeting via the Zoom Application, please contact Board Clerk Penilla via email at the address listed below.**

Members of the public seeking to attend and to address the Board who require reasonable accommodations to access the meeting, based on disability or other reasons, should contact the following person at least forty-eight (48) hours in advance of a Regular meeting to make arrangements for such reasonable accommodations:

Melissa Penilla
Board Clerk
(916) 859-4305

penilla.melissa@metrofire.ca.gov

The Board will convene in open session at 6:00 p.m.



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REGULAR BOARD MEETING AGENDA

THURSDAY, FEBRUARY 24, 2022

CALL TO ORDER

ROLL CALL

PLEDGE TO FLAG

METRO CABLE ANNOUNCEMENT

The Open Session Meeting is videotaped for cablecast on Metro Cable 14. Replay on Monday, February 28th at 6:00pm and Wednesday, March 2nd at 9:00am on Channel 14; Webcast at metro14live.saccounty.net.

PUBLIC OPPORTUNITY TO DISCUSS MATTERS OF PUBLIC INTEREST WITHIN DISTRICT JURISDICTION INCLUDING ITEMS ON OR NOT ON AGENDA

*The Board of Directors of the Sacramento Metropolitan Fire District appreciates and encourages public interest and welcomes questions and opinions at its meetings. Public members desiring to address the Board are requested to first be recognized by the presiding officer and identify themselves for the record. The presiding officer may in the interest of time and good order limit the number of public member presentations. Speakers' comments will be limited to **three minutes** (Per Section 31 of the Board of Directors Policies and Procedures).*

In accordance with Section 31 of the Board of Directors Policies and Procedures, members of the Public requesting their written comments be read into the meeting record must be present or have a representative present to read their comments during the time allotted.

CONSENT ITEMS

Matters of routine approval including but not limited to action summary minutes, referral of issues to committee, committee referrals to the full Board, items that require yearly approval, declaration of surplus equipment, and other consent matters. Consent Agenda is acted upon as one unit unless a Board member requests separate discussion and/or action.

CONSENT ITEMS

	<u>Page No.</u>
1. Action Summary Minutes Recommendation: Approve the Action Summary Minutes for the Regular Board meeting of February 10, 2022.	6
2. Capital Improvement Program Policy Recommendation: Adopt the proposed Capital Improvement Program policy and corresponding changes to the Reserve Funding Policy and Capital Asset Policy.	12
3. Parking Lot Lease – 7629 Greenback Lane Recommendation: Authorize the Fire Chief or his designee to execute the lease agreement for 7629 Greenback Lane.	30

PRESENTATION ITEMS

1. James O. Page EMS Leadership Award - David Massengale <i>(Battalion Chief Brian Gonsalves)</i> Recommendation: Receive presentation, no action required.	35
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2. **Fiscal Year 2020/21 Annual Comprehensive Financial Report (ACFR)** **36**
(Dave O'Toole, Chief Financial Officer and Ingrid Sheipline, CPA)
 - A. **Annual Comprehensive Financial Report (ACFR)** **38**
**PDF Separate Attachment
Recommendation: Receive Presentation. No action required.
 - B. **Compliance Report** **39**
Recommendation: Receive Presentation. No action required.
 - C. **Appropriations Limit Testing** **50**
Recommendation: Receive Presentation. No action required.
 - D. **Governance Letter** **53**
Recommendation: Receive Presentation. No action required.

3. **2021 Community Annual Report (CAR) and 2020 GFOA Award** **57**
(Dave O'Toole, Chief Financial Officer)
Recommendation: Receive presentation, no action required.

4. **Community Risk Reduction Division Update** *****
(Chrishana Fields, Deputy Fire Marshal)
Recommendation: Receive presentation, no action required.

- ACTION ITEMS**

1. **California Senate Bill 1205 Compliance Report** **79**
(Deputy Fire Marshal Fields and Supervising Inspector Schmidt)
Recommendation: Adopt a Resolution acknowledging receipt of the annual report regarding the inspection of public and private schools and certain residential occupancies for CY 2021.

2. **Sale of Real Property – 6131 Kenneth Avenue** **82**
(Jeff Frye, Chief Development Officer)
Recommendation: Authorize the Fire Chief or his designee to effect the sale of 6131 Kenneth Avenue to Country Hill Montessori, Inc.

3. **2021 Sacramento County Local Hazard Mitigation Plan Adoption** **96**
(Deputy Chief Bailey)
Recommendation: Adopt a Resolution approving the 2021 Sacramento County Hazard Mitigation Plan.

4. **911 Ambulance Surge Protection Agreement** **153**
(Deputy Chief Mitchell and Assistant Chief Law)
Recommendation: Approve the emergency ambulance surge protection agreement.

5. **Guidelines for Observing Negotiations Meetings** *(President Saylor)* **173**
Recommendation: Review the guidelines and complete a query of observers.



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6. **Ratification of Resolution to Extend Teleconference of Board Meetings (Government Code 54953(e) (3)) (President Saylor)** 174
Recommendation: Consider adopting a Resolution which would extend the ability to teleconference without compliance of Government Code paragraph (3) of subdivision (b) of section 54953 from February 24, 2022-March 25, 2022 or until further re-ratified.

REPORTS

1. **PRESIDENT'S REPORT**—(President Saylor)
2. **FIRE CHIEF'S REPORT**—(Fire Chief Harms)
OPERATIONS' REPORT – (DC Mitchell)
3. **SMFD – FIREFIGHTERS LOCAL 522 REPORT** – (BC Matt Cole, Local 522 Vice President)

4. COMMITTEE AND DELEGATE REPORTS

All Committee Meetings will be held at the Sacramento Metropolitan Fire District Board Room, 10545 Armstrong Avenue, Mather, California unless otherwise specified.

- A. **Executive Committee** – (President Saylor)
Next Meeting: TBD
- B. **Communications Center JPA** – (DC Wagaman)
Next Meeting: March 8, 2022 at 9:00 AM
- C. **California Fire & Rescue Training JPA** – (Chief Harms)
Report Out: February 17, 2022 at 10:00 AM
Next Meeting: March 16, 2022 at 10:00 AM
Location: 3121 Gold Canal Drive
Mather, CA 95670
- D. **Finance and Audit Committee** – (Director Orzalli)
Report Out: February 24, 2022 at 5:30 PM
Next Meeting: TBD
- E. **Policy Committee** – (Director Gould)
Next Meeting: TBD

BOARD MEMBER QUESTIONS AND COMMENTS

CLOSED SESSION

1. **Conference with Labor Negotiator Pursuant to California Government Code Section 54957.6**
 - A. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Sacramento Area Fire Fighters Local 522
 - B. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Battalion Chiefs Bargaining Group,
Sacramento Area Fire Fighters Local 522



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- C. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Administrative Support Personnel (ASP)
Affiliate of Sacramento Area Fire Fighters Local 522
- D. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Safety Senior Management, Management
and Unrepresented Confidential Employees
- E. District Negotiator: Jack Hughes, Liebert Cassidy Whitmore
Employee Organization: Non-Safety Senior Management, Management
and Unrepresented Confidential Employees

REPORT OUT FROM CLOSED SESSION

ADJOURNMENT

NEXT BOARD MEETING(S):

Unless specified differently, all meetings of the Board are held at Sacramento Metropolitan Fire District, 10545 Armstrong Avenue, Mather, CA

- Next Board Meeting – March 10, 2022 at 6:00 PM

The following action and presentation items are scheduled for the next board meeting agenda. Board members are requested to identify additional action or presentation items they desire to be scheduled on the agenda.

ANTICIPATED AGENDA ITEMS: FY 2021/2022 Mid-Year Budget

Posted on February 18, 2022

Melissa Penilla, Clerk of the Board

* No written report

**  Separate Attachment

DISABILITY INFORMATION:

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Clerk of the Board at (916) 859-4305. Notification at least 48 hours prior to the meeting will enable the District to make reasonable arrangements to ensure accessibility to this meeting.